

Imperial Valley College

English 09

Writing Fundamentals

4 Units

Fall 2013

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Office Hours

Tuesday: 9:45-11:15AM

Wednesday: 10:00-10:30AM

Thursday: 9:45-11:15AM

Friday 12:30-1:00PM

Course Description

The course seeks to facilitate the student's mastery of the short essay at the college level. The course follows in sequence from ENGL 08 (ENGL 98) and will prepare you for ENGL 110.

Student Learning Outcomes

Upon course completion you will be able to:

- 1 Compose a multi-paragraph essay that responds to an essay prompt with a clear controlling idea or thesis statement.
- 2 Compose a multi-paragraph essay with a clear organizational structure and adequate support.
- 3 Compose a multi-paragraph essay that uses correctly formed sentences with virtually no sentence-level or grammar errors.
- 4 Develop a research paper that effectively synthesizes ideas and information from multiple sources and utilizes correct MLA formatting of citations.

Course Objectives

1. Develop and apply discovery techniques for expository writing with five or more multi-paragraph essays, including a mini research paper.
2. Design an essay plan based on concrete data in pre-writing exercises that produces a controlling idea or thesis statement.
3. Organize content to support a thesis statement and subsequent supporting paragraphs while studying and applying various rhetorical modes with emphasis on comparison/contrast, definition, cause/effect, and argumentation.
4. Demonstrate the ability to recognize and identify various audiences, both general and academic, focusing on academic audiences.
5. Synthesize ideas and information from multiple sources in the development of a writing assignment that is supported by citations from the reading.
6. Practice a variety of sentence types and demonstrate principles of effective sentence construction and punctuation, including correct use of the comma, semicolon, quotation mark, apostrophe, and parentheses.
7. Demonstrate an understanding of connotative meaning and figurative language in his/her own writing after recognizing this technique in the writing of others.
8. Practice and successfully demonstrate the skills in areas designated by the instructor to be appropriate supplemental activities of improved writing technique.

Instructor Expectations

- You are to attend every class session, arrive on time, and stay for the duration of the session.
- Students who are absent the first day of class are automatically dropped.
- If you stop attending class make sure to drop yourself from the class.
- You must come to class prepared: textbooks, pencil, pen, highlighter, notebook, etc...
- Work is to be turned in on due date – no late work accepted.
- Turn off cell phones while in class.
- You are responsible for knowing and observing due dates for all assignments.
- In this class you will be using blackboard to complete assignments, submit essays, and check your grades. It is important that you become familiar with blackboard.

Required Materials

- *Evergreen: A Guide to Writing with Readings, 9th edition* (Susan Fawcett)
- *Aplia for Evergreen* *
- College Dictionary (hard copy or online)
- #2 pencils, black or blue pens, and highlighters

*Aplia

Aplia is required online homework that corresponds to the chapters in *Evergreen*. Access to Aplia is bundled with your text in the college bookstore and includes access to the corresponding e-book for free. If you don't buy a hard copy of *Evergreen* in the bookstore, you can purchase Aplia (along with an e-text of the book) from the website at www.aplia.com. If you prefer to use only the e-book and not purchase a hard copy, you must either print out each chapter we cover and bring it to class, or have your computer or electronic reader with you in class.

Grading

- No late work will be accepted under any circumstance. Class work and homework will be collected weekly.
 - Note: Incomplete assignments automatically receive a zero.
 - If you are absent for a class meeting, you cannot make up the work that was completed in class.
- Quizzes are given regularly and may be UNANNOUNCED.
- If you are absent on the day of a quiz you will have the opportunity to make up ONE quiz during the semester.
- The final exam for this course is a common final. It is an in-class essay that should demonstrate your mastery of the writing skills that you have attained in the semester.

Essay Grading Policy:

- Papers are graded on a percent of 100.
- Grade reflects the overall quality of the work turned in, how complete the work is and whether the instructions from the assignment were properly followed.
- A rubric will be used to grade each essay.

- Missing or unsatisfactory work will be scored “no credit.” This is a 0 (F) and averaged into your grade.
- **Late essays are not accepted.**

Final grades will be based upon the following:

Writing Assignments	65%
Assignments	10%
APLIA	10%
Journals	10%
Quizzes	5%
Total	100%

Writing Assignment Breakdown:		
Essay 1	5%	} 65%
Essay 2	10%	
Essay 3	10%	
Essay 4	15%	
Essay 5(final)	25%	

Academic Misconduct Policy: Academic misconduct includes misconduct associated with the classroom, laboratory or clinical learning process. Some examples of academic misconduct are cheating and plagiarism.

Cheating includes, but is not limited to, (a) use of any unauthorized assistance in taking quizzes, tests, assessment tests or examinations; (b) dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments; or (c) the acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff.

Plagiarism includes, but is not limited to, the use of paraphrased or directly quoted published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. Information gathered from the Internet and not properly identified is also considered plagiarism. Any student found by a faculty member to have committed academic misconduct may be subject to sanctions as determined by the faculty member. Sanctions MAY include a warning, grade adjustment, and course failure. Consequences for plagiarism include a zero on the assignment and a referral to Sergio Lopez, Dean of Student Development and Campus Events.

Attendance Policy/Tardiness: “A student who fails to attend the first meeting of a class MAY be dropped by the instructor immediately following the class. Regular attendance in all classes is expected of all students enrolled. A student may be excluded from further attendance in a class during any semester when absences after the close of registration have exceeded the number of class hours which the class meets per week. When you signed up for this class, you made a commitment to attend all sessions and complete all assignments, including reading lab work. However, if you know two weeks in advance that you will be absent from class, you may make arrangements with me to take the scheduled test (and submit that week’s homework) one week early. You may not make up a test that has already been taken by the class. You may not submit late work.

Accommodations for Disabilities Policy: “Any student with a DOCUMENTED disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in the Health Sciences Building, Room 2117. (760) 355-6312”

Discipline Policy: “Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Students shall assume an obligation to conduct themselves in a manner compatible with the college’s function as an educational institution.

An instructor MAY REMOVE a student for the day of removal and the next class meeting. Such action must be immediately reported to Sergio Lopez, Dean of Student Development and Campus Events. During the period of removal the student MAY NOT return without the consent of the instructor.”

Tentative Assignment Schedule (Subject to Change)

Week	Writing	Grammar	Assignments
1	CH 1: Exploring the Writing Process		APLIA -Diagnostic
2	CH 2: Prewriting CH 3: The Process of Writing Paragraphs CH 8: Process		
3	CH 2, 3, 8 continued Writing Workshop CH 21: Revising for Consistency and Parallelism	CH 39: Spelling	<ul style="list-style-type: none"> • Process Paragraph (In-Class) • APLIA: Ch 39
4	CH 9: Definition CH 4: Achieving Coherence	CH 40: Look-Alike/Sound Alike	<ul style="list-style-type: none"> • APLIA: Ch 9 and Ch 40
5	CH 14: The Process of Writing an Essay CH 16: Types of Essays, Part 1 (pg 232)	CH 25: Simple Sentence	<ul style="list-style-type: none"> • APLIA: Ch 25 and 14
6	CH 15: The Introduction, the Conclusion, and the Title Writing Workshop CH 22: Revising for Sentence Variety	CH 26: Coordination & Subordination	<ul style="list-style-type: none"> • Definition Essay Due • APLIA: Ch 26
7	CH 12: Cause and Effect CH 18: Summarizing, Quoting, and Avoiding Plagiarism	CH 27: Avoiding Sentence Errors	<ul style="list-style-type: none"> • APLIA: Ch 27 and Ch 12
8	CH 17: Types of Essays, Part 2 (pg. 249)	CH 31: Nouns	<ul style="list-style-type: none"> • APLIA: Ch 31 and Ch 18
9	Writing Workshop CH 23: Revising for Language Awareness	CH 32: Pronouns	<ul style="list-style-type: none"> • Cause and Effect Essay (In-Class) • APLIA: Ch 32
10	CH 19: Strengthening an Essay with Research	CH 33: Prepositions	<ul style="list-style-type: none"> • APLIA: Ch 33 and Ch 19

11	CH 17: Types of Essays, Part 2 (pg. 255)	CH 35: Apostrophe	<ul style="list-style-type: none"> • APLIA: Ch 35 and Ch 19
12	Writing Workshop CH 24: Putting Your Revision Skills to Work	CH 36: The Comma	<ul style="list-style-type: none"> • Research Essay Due • APLIA: Ch 36
13	CH 13: Persuasion	CH 37: Mechanics	<ul style="list-style-type: none"> • APLIA: Ch 37 and 20
14	CH 20: Writing Under Pressure: The Essay Examination	CH 38: Proofreading Skills	<ul style="list-style-type: none"> • APLIA: Ch 38
15			COMMON FINAL (In-Class)
16	FINAL EXAM		